

SONIA PANESAR LLB, BA

Calgary, Alberta

ARTICLING CANDIDATE

Internationally trained law student with experience in immigration and refugee law assisting with multiple refugee protection applications and appeals, along with permanent residency and visa applications involving extensive legal research and document drafting. Currently enrolled in the Practice Readiness Education Program (PREP), with completion expected in March 2024.

EDUCATION

Practice Readiness Education Program (PREP) , CPLED	Jun. 2023 – Present
NCA Certificate of Qualification (CQ) , Federation of Law Societies of Canada	March 2020
LLB Law , University of Leicester Law School, Leicester, UK	2019
Bachelor of Arts (B.A.) in Politics and Governance , Ryerson University, Toronto	2015

EXPERIENCE

NK Lawyers, Toronto Oct. 2021 – Jun. 2022

Small law firm with two partners offering services in immigration, refugee protection and real estate matters.

ARTICLING STUDENT, Immigration and Refugee Law

Member of a team of 2 support staff reporting to both partners.

- Drafted affidavits and court documents for Refugee Claims including federal court applications, judicial review merit assessments, appeals, and humanitarian and compassionate grounds applications.
- Observed hearings for clients claiming persecution based on nationality and sexual orientation before the Immigration and Refugee Board and one before the Federal Court.
- Drafted 8 merit assessments for refugee appeals and one for Federal court, with all assessments approved for full funding.
- Conducted client intakes and incorporated client needs and expectations into retainers.
- Advised clients of ethical considerations when asked to do something on their behalf that would breach professional integrity.
- Managed time effectively, completing tasks for multiple clients within deadlines.

Canada Post, Oakville Jun. 2014 – Dec. 2015

Crown corporation and primary postal operator in Canada with 70,000+ employees serving individual and business customers in sending and receiving letter mail and packages.

Assistant Manager

Supported manager and oversaw 2 staff in a small franchise outlet within 'Shoppers Drug Mart'.

- Initiated weekly inventory checks and reported daily financial sales.
- Set up filing systems where documents and letter mail would be easily accessible and safe.
- Identified customer needs and prioritized continual improvement in communication and issue resolution when packages went missing.
- Managed and trained two employees, teaching them opening and closing procedures, daily accounting, and modeling the importance of exceptional customer service.
- Advanced quickly with a willingness to take on new challenges and responsibilities, by working independently and as a team player.

Td Canada Trust, Toronto

Jun. 2013 – Jul. 2014

One of Canada's "Big-5" banks with 89,000+ employees providing financial services to individual and business customers including banking, credit and investments.

Customer Service Representative

Administered standard teller transactions for customers including servicing client accounts.

- Learned about customer situations and lifestyles during transactions to guide understanding of specific needs and suggest relevant services.
- Implemented up- and cross-selling to transform standard transactions into sales opportunities.
- Ensured completion of all paperwork such as up- sales.
- Adhered to industry regulations and standards, while supporting brand integrity.
- Elevated client experience and demonstrated superior service with each interaction, by searching for eligible features the customer may be interested in.
- Built credibility with clients within a short amount of time and contributed to long-term business growth and development by maintaining customer privacy, loyalty, and retention.

VOLUNTEER EXPERIENCE

Social Secretary, Canadian Law Society, University of Leicester

2017 – 2019

- Created events as a team to bring together students for meet and greets and coordinated career-oriented programs such as debate teams.
- Helped in bringing awareness of support teams that provide support for Canadian law students at the University by running campaigns.
- Assisted other team members in organizing networking events, such as pub nights, game nights and excursions to courthouses.

Event Coordinator, Canadian Sikh Students Organization

2007 – 2015

- Planned engaging events for children between the ages of 6 and 12 such as physical exercise and group puzzles to encourage teamwork and development of collaborative skills.
- Organized scheduling and registration paperwork.
- Generated fun and educational plans for workshops, classes, and other events.

AFFILIATIONS

Member: Canadian Sikh Students Organization.

INTERESTS

Cooking: Enjoy watching cooking competition programs such as Chopped and trying new recipes to add to my collection. Recently learned how to make a tasty Tiramisu.

Piano: My first song I learned on the piano was Lion King, 'Can you feel the love tonight.'

Gardening: Maintain a garden of flowers, along with a separate herb garden.